

## Submitting a Request to Transfer Benefits

1. Using your CAC card or DFAS pin, log on to the DoD Transferability of Education Benefits (TEB) Web page located at <https://www.dmdc.osd.mil/TEB/>
2. The family members eligible for benefits under DEERS will be shown. (If a dependent's name is grayed out or the edit button does not work, it means that the member is not eligible for DEERS benefits and thus is not eligible to receive transferred benefits.)
3. Click the edit button for each family member you want to transfer benefits to. Choose the start date and end date, and number of months of benefit. (Spouses can use for 15 years after the member separates/retires; children can use until their 26<sup>th</sup> birthday)
4. Once you've added your family members, check all the boxes to indicate you've read and understand each statement on the transfer request page.
5. After you have submitted your request to transfer benefits, in the upper left corner of the TEB site, you will see your name, status submitted, and the date of status will be blank.
6. To track the status of your request, you will have to return to the TEB page and monitor the status.
7. After a request is approved, the status of your request will change to 'approved' and the date of status (approval) will be the date you *submitted* your request. The TEB site will automatically transfer the data to the VA, so that they can process a family member's request for a certificate of eligibility.
8. Once your request is approved, your family member has to submit a request for a certificate of eligibility to the VA. They should use VA Form 22-1990e, and can do so via the VA Web site:  
<http://vabenefits.vba.va.gov/vonapp/main.asp>
9. After receiving the certificate of eligibility from the VA, family members will provide the certificate to the school.
10. If your family member has *not* received the certificate of eligibility from VA when he/she enrolls in school, he/she should ask the veterans' certifying official at the school to submit an enrollment certification for the academic term to the VA.
11. Tuition funds will be sent direct from the VA to the school. Children using transferred benefits will receive the monthly living stipend and the books and supplies stipend. Spouses using transferred benefits will only receive the monthly living stipend and the books and supplies stipend if they use the benefits after you separate from active duty.

## Eligible Individuals

Any member of the Armed Forces (active duty or Selected Reserve, officer or enlisted) on or after August 1, 2009, who is eligible for the Post-9/11 GI Bill, and

- Has at least 6 years of service in the Armed Forces on the date of election and agrees to serve 4 additional years in the Armed Forces from the date of election.
- Has at least 10 years of service in the Armed Forces (active duty and/or selected reserve) on the date of election, is precluded by either standard policy (service or DoD) or statute from committing to 4 additional years, and agrees to serve for the maximum amount of time allowed by such policy or statute, or

- Is or becomes retirement eligible during the period from August 1, 2009, through August 1, 2013. A service member is considered to be retirement eligible if he or she has completed 20 years of active duty or 20 qualifying years of reserve service.
  - For those individuals eligible for retirement on August 1, 2009, no additional service is required.
  - For those individuals who have an approved retirement date after August 1, 2009, and before July 1, 2010, no additional service is required.
  - For those individuals eligible for retirement after August 1, 2009, and before August 1, 2010, 1 year of additional service after approval of transfer is required.
  - For those individuals eligible for retirement on or after August 1, 2010, and before August 1, 2011, 2 years of additional service after approval of transfer are required.
  - For those individuals eligible for retirement on or after August 1, 2011, and before August 1, 2012, 3 years of additional service after approval of transfer required.

## **Eligible Family Members**

An individual approved to transfer an entitlement to educational assistance under this section may transfer the individual's entitlement to:

- The individual's spouse.
- One or more of the individual's children.
- Any combination of spouse and child.
  - A family member must be enrolled in the Defense Eligibility Enrollment Reporting System (DEERS) and be eligible for benefits, at the time of transfer to receive transferred educational benefits.
  - A child's subsequent marriage will not affect his or her eligibility to receive the educational benefit; however, after an individual has designated a child as a transferee under this section, the individual retains the right to revoke or modify the transfer at any time.
  - A subsequent divorce will not affect the transferee's eligibility to receive educational benefits; however, after an individual has designated a spouse as a transferee under this section, the eligible individual retains the right to revoke or modify the transfer at any time.

## **Nature of Transfer**

An eligible Service member may transfer up to the total months of unused Post-9/11 GI Bill benefits, or the entire 36 months if the member has used none. Family member use of transferred educational benefits is subject to the following:

- Spouse:
  - May start to use the benefit immediately.
  - May use the benefit while the member remains in the Armed Forces or after separation from active duty.
  - Is not eligible for the monthly stipend or books and supplies stipend while the member is serving on active duty.
  - Can use the benefit for up to 15 years after the service member's last separation from active duty.
- Child:
  - May start to use the benefit only after the individual making the transfer has completed at least 10 years of service in the Armed Forces.
  - May use the benefit while the eligible individual remains in the Armed Forces or after separation from active duty.
  - May not use the benefit until he/she has attained a secondary school diploma (or equivalency certificate), or reached 18 years of age.
  - Is entitled to the monthly stipend and books and supplies stipend even though the eligible individual is on active duty.
  - Is not subject to the 15-year delimiting date, but may not use the benefit after reaching 26 years of age.